

ALEXANDRIA TOWNSHIP COMMITTEE
Special Budget Meeting
MINUTES
March 7, 2017

This meeting was advertised in The Express Times, notice posted in the Alexandria Township Municipal Offices and the Alexandria Township Website (www.alexandrianj.gov) as required by the Open Public Meetings Act.

Meeting called to order at 7:05 PM.

ROLL CALL:

PRESENT: Committeewoman Garay, Committeeman Pfefferle, Mayor Abraham

ALSO PRESENT: CFO Hart, DPW Foreman Glenn Griffith, Fire Marshall Giannone

ABSENT: None

FLAG SALUTE:

OLD BUSINESS:

- **BUDGET WORK SESSION #3:**

Township Committee reviewed 2017 Projection Summary Charts 0% with No RIF (Reduction in Force). There is a gap of \$107,522.00 that needs to be filled for this budget year.

Township Committee went down each line item to determine where budgets can be reduced to close the gap.

Engineering Services to be increased from \$53,000.00 to \$73,000 (\$20,000.00 increase) due to the LSRP proposal from Mott Mac Donald. Mott Mac Donald's proposal is \$43,000.00 for the 2017 budget, not \$23,000.00 as budgeted at the February 21, 2017 budget meeting.

Public Works

\$130,000.00 Operating Expense Budget for 2017

Operating Expense to be reduced \$15,000.00 for Diesel Fuel

Additional line item for diesel fuel \$15,000.00 (Last year expense was \$14, 182.82)

Operating Expense to be reduced \$10,000.00 for parts.

Operating Expense for DPW for 2017: \$105,000.00

In 2016, the DPW spent \$22, 367.00 at NAPA for vehicle related expenses. Expense is over the \$17,500.00 bid threshold. CFO Hart will ask Township Auditor if Township will need to go out to bid for vehicle parts purchased over the threshold.

Dempsey charges the Township \$6,700.00 for the DPW/ Municipal Building. Approximately \$1,500.00 is spent on uniforms. DPW Foreman Griffith is looking to get quotes on these services. Currently, we are in a 5 year contract with Dempsey. Comm. Pfefferle would like Twp. Atty. Dragan to review contract.

The Township spent \$15, 683. 11 for electricity in 2016. The Township is being charged \$ 4, 804.50 for electricity at Belmont Court/Route 513. Mayor Abraham will reach out to the JCP & L representative for our Township to determine the use of this electricity. Township will look into grants for cost efficiency in electricity for the Township. CFO Hart noted that there is a company called Energy Solve that can look into utility savings for municipalities. A fee is charged for the service.

Township needs to determine how much propane is being used at the municipal building. DPW Foreman Griffith will contact Amerigas to get delivery dates and amounts of propane delivered to determine use.

Fire Marshall Giannone would the like Township to consider a 40,000 gallon water tank at the park for fire emergency services. Approximate cost of tank is \$75,000.00/ Savings can be made by having the DPW excavate the area. Money for tank can come from existing capital monies.

For 2018, CFO Hart will need to have a line item for Park & Recreation as to their expenses and budgeted monies.

CFO Hart noted that to offset DPW Projects for 2017 the Township can utilize a percentage of the capital surplus. Currently, the balance of capital surplus is \$ 767, 787. 38. The Township can utilize \$250,000.00 of that surplus for 2017. CFO Hart advised the Township Committee that several capital ordinances from previous capital projects can be cancelled out and that money can be used for 2017 without a new ordinance being needed. The Township Committee reviewed a list of capital ordinances that have balances and determined which ordinances to cancel out. The canceled capital ordinances will provide the Township with an additional \$275,000.00 to use for 2017 road projects.

The following Ordinances are to be cancelled out:

04-215-56-901 I/A Pepe Farm Acquisition	\$ 1,109.38
04-215-56-921 Office Equipment	\$ 1,103.00
04-215-56-950 Garage Site Clean-up	\$ 951.25
04-215-56-958 Rick Road Section V	\$ 1,231.40
04-215-56-961 2014 Road Program	\$ 215,119.91
04-215-56-962 Public Works Equipment	\$ 5,060.16
04-215-56-963 Purchase of DPW Equipment	\$ 2,660.80
04-215-56-965 2015 Road Program	\$ 47, 214.87

Total

\$ 274,350.77

The DPW will receive \$525,000.00 for 2017 Projects. The projects determined will be:

- 1.) Approx. \$300,000.00 for Senator Stout Road
- 2.) Approx. \$100,000.00 for oil/chip (Roads to be determined)
- 3.) Approx. \$75,000.00 for water tank at the Township Park
- 4.) Asphalt Repairs \$50,000.00

- Will eliminate road work on Alexandria Drive and Creek Road*
- Line Striping Monies to come out of DPW O/E
- Gravel to come out of DPW O/E
- Street sign replacement will be postponed until 2018

Township Committee to return the DPW O/E back to \$120,000.00 since line striping and gravel will come out of O/E.

* Township Committee needs to determine the future of Creek Road. Cost to repair road will be in the millions due to DEP permit requirements. Township will look into grant monies for repair and possibly closing the road at the Alexandria Township border.

Comm. Garay asked DPW Foreman Griffith about catch basins that need to be repaired and why the repairs weren't included in the 2017 Projects. DPW Foreman Griffith noted that catch basin repairs are done as needed and are very labor intensive. If time permits, then the DPW can make repairs.

Currently, the DPW Reserve for Public Works Equipment balance is \$140,000.00. The Township Committee will add \$50,000.00 to the reserve for 2017 to bring the balance up to \$190,000.00 for future equipment purchases.

Farmland Preservation has a balance of \$1,205,576.43. The Township purchased the Diocese property, B-11, L-16 and will placing the property into preservation. The Hunterdon County Agriculture Board will be reimbursing the Township \$320,000.00 for the preservation and the Township will auction the property netting approximately \$400,000.00. The sale of this property will bring the balance of farmland preservation to \$1.9k. Pending farm preservation applications will affect the balance of the preservation trust.

The Township Committee will move forward with the following for the 2017 budget:

- 1.) No RIF
- 2.) Absorb \$107, 522.00 from surplus
- 3.) Township Committee will re-evaluate budget mid-year to determine if the Township is running too tight with money and if so the possibility of layoffs will need to be evaluated and discussed
- 4.) Taxes will increase by 1 cent (generate approximately \$71,000.00)
- 5.) Tax Levy for 2017 is \$1,530,983.00. An increase of 1 cent will increase the tax rate approximately .2237.

Township Committee will introduce budget at a special meeting on April 5 at 7:00 PM and Adoption of budget is scheduled for May 10th.

NEW BUSINESS:

None

COMMENTS FROM THE FLOOR:

None

MOTION TO ADJOURN

Comm. Pfefferle made a motion, seconded by Comm. Garay to adjourn.

Roll Call: Aye: Garay, Abraham, Pfefferle

Nay: None

Abstain: None

Motion Carried

Meeting Adjourned at 10:12 PM.

Respectfully Submitted:

Michele Bobrowski, RMC

Township Clerk

I hereby certify that I have reviewed these Minutes of the Township Committee Meeting of February 21, 2017 and certify that said Minutes were approved unanimously by the Township Committee on the 12th day of April 2017.

Paul Abraham, Mayor

Dated: _____